

Attachment 1
U. S. DEPARTMENT OF EDUCATION
OFFICE OF SAFE AND DRUG-FREE SCHOOLS
WASHINGTON, D.C.
**THREE YEAR APPLICATION FOR GRANTS TO STATES
FOR WORKPLACE AND COMMUNITY TRANSITION
TRAINING FOR INCARCERATED YOUTH OFFENDERS
PROGRAM**
BY
MISSOURI DEPARTMENT OF CORRECTIONS

SCOPE OF THE PROBLEM: There are currently 6315 offenders in the Missouri Department of Corrections who meet the guidelines as stated on the FY 2004 Eligible Population Data Request Form. The Missouri State Department of Corrections currently offers no post-secondary academic or vocational training to any offenders in its 27 adult facilities, community release centers or treatment centers other than the services provided by this grant.

It costs the taxpayers of the State of Missouri approximately \$12,967 per offender per year for housing, food, security and related services. The current return rate to Missouri prisons with a new felony offense within three years from release is 29.6%. According to the Federal Bureau of Prisons, there is an inverse relationship between recidivism rates and education. The more education received, the less likely an individual is to be re-arrested or re-imprisoned. The expense of providing higher education to offenders is minimal when considering the impact upon rates of recidivism and the future savings of preventing re-arrest and re-imprisonment. The prevention of crime helps to eliminate cost to crime victims and the courts, lost wages of the offender while incarcerated or loss to the offenders' families.

Research, such as the UCLA cost effectiveness analysis based up upon the "Three state Recidivism Study", shows that quality education is one of the most effective forms of crime prevention. Educational skills can help deter young people from committing criminal acts and can greatly decrease likelihood that people will return to crime after release from prison.

The majority of these targeted offenders will be released into the community with no job finding and keeping skills, no post secondary training or education and thus are highly likely to become re-involved in criminal activity. According to the Center of Crime, Communities and Culture, "Education, particularly at the college level can afford individuals with the opportunities to achieve and maintain productive and crime-free lives, and help to create safer communities for all."

The **Boonville Correctional Center (BCC)**, located in Boonville, Missouri, currently houses 257 male offenders who are age 25 or less and E-1, meaning they have completed high school or the GED. Also, 684 students are currently enrolled in ABE/GED classes, and will become eligible upon graduation. Approximately 30 students per month successfully obtain the GED. This has allowed for a steady pool of eligible students for the post-secondary classes over a three-year period. An unduplicated headcount of approximately 71 BCC students each term has been maintained in the second three years of this Grant. These students were either E-1 at the time the program began, earned their GED within the last three years or were transferred from other institutions to participate in the program.

The Boonville facility has a multi-purpose building, equipped with large classrooms, and the ability to offer classes in three 3-hour sessions per day, five days per week, twelve months per year. It is separate from the regular academic school. In addition to the classrooms, there is a storage area for books and related materials, plus office space for the full time college faculty who teach at the institution. This area also accommodates testing, registration, and advising (academic and career) opportunities for the students. Institutional library services are also available in this building with day and evening hours Tuesday through Friday and all day Saturday.

The **Women's Eastern Reception and Diagnostic Correctional Center (WERDCC)**, located in Vandalia, Missouri, currently houses 257 female offenders who are under the age of 25 and are within five years of release. Of this number, 110 are E-1, meaning they have completed high school or have a GED. Twenty-three of these women are currently participating in the program. As the remainder offenders (53) complete their GED, they will be eligible to begin college classes. Additionally, women from Chillicothe Correctional Center may request a transfer to WERDCC for the program if they meet the criteria. Currently, college classes are taught in the Education classrooms in the evening at WERDCC. The institutional library is also housed in this building and is available during the evening and weekends.

In September 2003, approval was granted for the addition of two sites to the options for the YOP program. The sites are the **Western Reception and Diagnostic Correctional Center (WRDCC)**, located in St. Joseph, Missouri (near Kansas City) and the **Missouri Eastern Correctional Center (MECC)** located in the St. Louis metropolitan area. Although offenders who were eligible for this program were given the option to transfer to BCC, often they did not because of family visitation concerns. It is hoped that MDOC can serve more of the eligible population with the addition of these two additional sites.

WRDCC currently houses 175 male offenders who are age 25 and E-1. There are an additional 163 students who are enrolled in ABE courses that would be eligible once they earn the GED. Currently classes are taught in the evening in the honor dorm at the institution. MECC currently houses 88 offenders who are E-1 and age 25 or less. There are an additional 161 offenders who are E 2-5 and meet the age requirements. The first semester of classes are scheduled to begin in September 2004.

Accredited public institutions that currently provide post secondary education courses and can provide post secondary vocational credit courses:

Since our local community colleges offer the most affordable tuition, cooperative agreements exist between the Missouri Department of Corrections and the following institutions:

Moberly Area Community College, Moberly, Missouri
State Fair Community College, Sedalia, Missouri
Missouri Western State College, St. Joseph, Missouri

St. Louis Community College at Meramec (SLCC-Meramec), Kirkwood, Missouri is the community college that serves the region where MECC is located. A similar cooperative agreement will be initiated with SLCC-Meramec by the beginning of the fall 2004.

Ohio University, Athens, Ohio offers the College Program for the Incarcerated (CPI) through their Independent and Distance Learning Program. Ohio University is on the quarter hour system (example: 5 quarter hour class converts to 3.33 semester hours). The CPI program will give offenders who are eligible for the YOP program but are not housed at an institution where the program is currently in place, an opportunity to earn college hours and/or a degree. The YOP Program Manager will oversee the recruitment, registration, payment and delivery of these courses to eligible offenders.

Post secondary academic courses leading to an Associate of Arts degree in General Studies are being offered at all institutions. If academic weaknesses are identified by the Community College Placement exam (ASSET), offenders are enrolled in remedial course work in that area. This degree option was chosen due to its strong academic framework that a student may build upon to complete a four year degree once they are released. The AA degree offered by these institutions is a specific transfer degree, at the junior level, into the general range of baccalaureate degree programs offered by a four-year college or university.

On the streets, cost per credit hour ranges between \$77 – \$156 per hour, depending upon the provider. This figure does not include books or related materials. Each semester, the college presents a “package price” for courses, books and related materials. Negotiations are made to enable us to serve the most students possible at the lowest cost. Initially, the goal was to offer three different courses each semester and to accommodate for an open entry system. Since classes began in January 1999, the course offerings have expanded each term to include at least eight options at BCC, and four different courses at WERDCC, and one course at WRDCC. As mentioned in the FY2000 Annual Report, the educational delivery format for BCC was changed to eight week sub-terms with a goal of approved retention. Ohio University – CPI program has a comprehensive fee schedule so a student may pay one fee for a range of hours. For the one fee, all costs pertaining to the courses are covered. Included are tuition, textbooks and required instructional materials, supplies and even postage paid envelopes for lessons and shipping. The fee schedule is:

6- 8 quarter hours \$895

9-11 quarter hours \$1,210

Due to the accelerated format, students at BCC are limited to six semester hours each term and a maximum of 24 hours per academic year. The traditional format at WERDCC and WRDCC allow for a maximum of nine hours in the fall and spring semesters with six hours in the summer, also a maximum of 24 hours per academic year. Students are not required to take the maximum number of courses allowed each term. If a student enrolls in the maximum number of hours, he/she should be able to achieve a degree within three years. If the degree has not been completed, he/she should have a significant number of hours to transfer to another institution to complete the degree upon release, while under the intense supervision, support and counseling services provided by the Division of Probation and Parole.

Cooperating public and private agencies and businesses that will provide related services/evaluation.

Moberly Area Community College
Career & Placement Services
Moberly, Missouri

State Fair Community College
Career Planning & Placement Center
Sedalia, Missouri

Missouri Western State College
Career Assessment Center
St. Joseph, Missouri

Division of Workforce Development
P. O. Box 1087, 421 East Dunklin St.
Jefferson City, Missouri

Note: linked with Missouri Career Centers (One-Stop shopping) throughout the state

All colleges provide guidance in screening, course selection, and preparation of a release plan. The Release Packet includes the offender's release plan and information about resources and post secondary institutions. Furthermore, Assessment Centers provide formal diagnostic assessment and career counseling services. Traditional vocational assessments are used including some computer-based assessments. These services strengthen the individuals' decision-making process through the understanding and enhancement of career related skills, aptitudes, interests, personality strengths, values and labor market information. Testing will be completed in groups; however, the Career Counselor meets separately with every student offender for individualized career counseling. A detailed summary report is provided to each student. This assists the offenders in their transition into society.

Methods and performance measures to be used in determining program and student success:

- **Measurement of Program Completion**
 - Successful completion of hours enrolled while incarcerated
 - Successful completion of an associate degree before release or within two years after release
 - Student surveys will determine if the program was effective in meeting their needs
 - The colleges will report on student progress, course completion and student surveys for those students still incarcerated
 - Division of Probation & Parole will provide data on offenders who complete their degrees within two years after release.
- **Student Academic and Vocational skills attainment, success in job placement and retention**
 - Credit hours obtained towards a degree
 - Review of release plan, career assessment summary before discharge
 - Probation & Parole report on job placement and retention
- **Recidivism**
 - Planning, Research and Evaluation report from Opt II to determine recidivism in the Missouri Department of Corrections
- **Participation in post secondary education, post secondary vocational training, and related services**
 - Continued pursuit of the Associate degree (or Bachelor's degree) as reported to and provided by Probation & Parole
- **Outside Evaluation**
 - Plan to bid for services to assist in the establishment of an evaluation process and system which reviews and evaluates existing programs, databases and assessments to more effectively determine best practices and success patterns for YOP students' reentry into the workforce. The process will include data from the offender, colleges, current or past employers and parole officers.

How the program will be integrated with:

- **Objectives and activities of school-to-work programs of the State, including:**
 - **Work experience or apprenticeship programs** – listings of occupational resources and employers are provided in the release plan. Guest employers and employees currently employed in the field will be invited to share information. Additionally, the program has collaborated with various state agencies (as listed previously) to offer informational programs during incarceration.

- **Transitional work site training for vocational education students that is related to the occupational goals of the students and closely linked to classroom and laboratory instruction** – as mentioned earlier in this document, the state of Missouri is providing post secondary academic education.
- **Placement services in occupations that the students plan to enter** – colleges review during advising sessions and information is provided in the release plan and career assessment summary
- **Employment based-learning programs** – the coursework offered applies to an A. A. degree in General Studies. Information is provided regarding applicable Transfer programs that meet the needs of the projected shortage of trained IT (Information Technology) workers as identified by the Office of Technology Policy, U. S. Department of Commerce and the Missouri Department of Labor and Industrial Relations.
- **Programs that address state and local labor shortages** – Based on studies by the Missouri Occupational Information Coordinating Committee on labor shortages and the Informational Technology Coalition.
- **Existing correctional education programs (such as adult education, undergraduate and graduate post secondary education degree programs, and post secondary vocational training) and State Industry Programs.** There are currently no post secondary academic programs in the Missouri Department of Corrections. The Technical Literacy Program at Tipton Correctional Center and the Computers for Schools Refurbishing Program at North East Correctional Center are designed for Advance Placement at the college level. The Computer Information Specialist trainee programs in the Department require maximum-security offenders with more than five years left to serve on their sentences.

Address the educational needs of youth offenders who are in alternative programs, such as boot camp.

The Regimented Discipline Program Boot Camp, located in Farmington, Missouri is a short-term camp that buses the participants ninety miles to work every day. Offenders are assigned for only 120 days. The treatment model would not accommodate adequate time for offenders to participate.

Describe how students will be selected so that only youth offenders, as defined in the Department's Youth Offender Program Guidance, will be enrolled in post secondary education and/or post secondary vocational training and will receive related services under the SCEA's Youth Offender Program.

As previously mentioned, 6315 offenders statewide have been identified that meet the qualifications of this Grant. Over 1785 of these offenders are incarcerated at the four institutions where the YOP program is held. Offenders from other institutions, who meet

the above qualifications, may request a transfer to the educational sites and are enrolled as vacancies occur. If transfer is not an option, the offenders are provided information regarding Ohio University's distance CPI program. A college screening exam (ASSET test) is conducted by the Colleges' providing the residential programs. Students who fail a course will be restricted in participating the following semester in direct relation to the number of hours they fail. A counselor, provided by the Colleges, will screen each offender for qualifications, provide guidance for enrollment and track progress.

Provide estimate of the funds under the Youth Offenders Program the SCEA plans to allocate to each of the following:

◆ **State Administration –**

Program Manager – Range 32	12 month salary	51,890.00
	34% benefits	<u>17,642.00</u>
		69,532.00
Clerk/Steno III – Range 13	12 month salary	26,405.00
	34% benefits	<u>8,977.00</u>
		35,382.00

Travel and Office Supplies	6,000.00
Total Administration:	104,534.00

◆ **Post Secondary Education /Vocational Training**

(Based on 165 students to be served during the year at \$1500 per student for tuition, books and materials)	247,500.00
▪ State Fair Community College	150,000
▪ Moberly Area Community College	52,500
▪ Missouri Western State College	15,000
▪ Meramec Community College	15,000
▪ Ohio University	15,000

◆ Related Services at \$300 per student x 70	21,000.00
◆ Outside Evaluation	75,000.00

Total requested for 2004-2005 fiscal year	\$448,034.00
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Subsequent years funding requests would be based on tuition and salary adjustments to continue the services. Oversight of the program will be conducted by the Missouri Department of Corrections Program Manager, under the Direction of the Assistant Division Director of Education/Division of Offender Rehabilitative Services/Education.

If the SCEA plans to pay less than \$1500 annually for tuition, books and essential materials or less than \$300 annually for related services, the SCEA must include in its application the amount the SCEA plans to pay instead for each of those costs.

Not Applicable

Include the following State certifications:

- (a) That the plan is submitted by the State agency that is eligible to submit the plan.
- (b) That the State agency has authority under State law to perform the functions of the State under the program.
- (c) That the State legally may carry out each provision of the plan.
- (d) That all provisions of the plan are consistent with State law.
- (e) That a State officer, specified by title in the certification, has authority under State law to receive, hold and disburse Federal funds made available under the plan.
- (f) That the State Officer who submits the plan specified by title in the certification, has authority to submit the plan.
- (g) That the agency that submits the plan has adopted or otherwise formally approved the plan.
- (h) That the plan is the basis for State operation and administration of the program.

We certify all of the above to be correct by the signature of our authorized official.

Authorized Official:

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